



# **CITY OF MEMPHIS**

## **PARKS DIVISION**

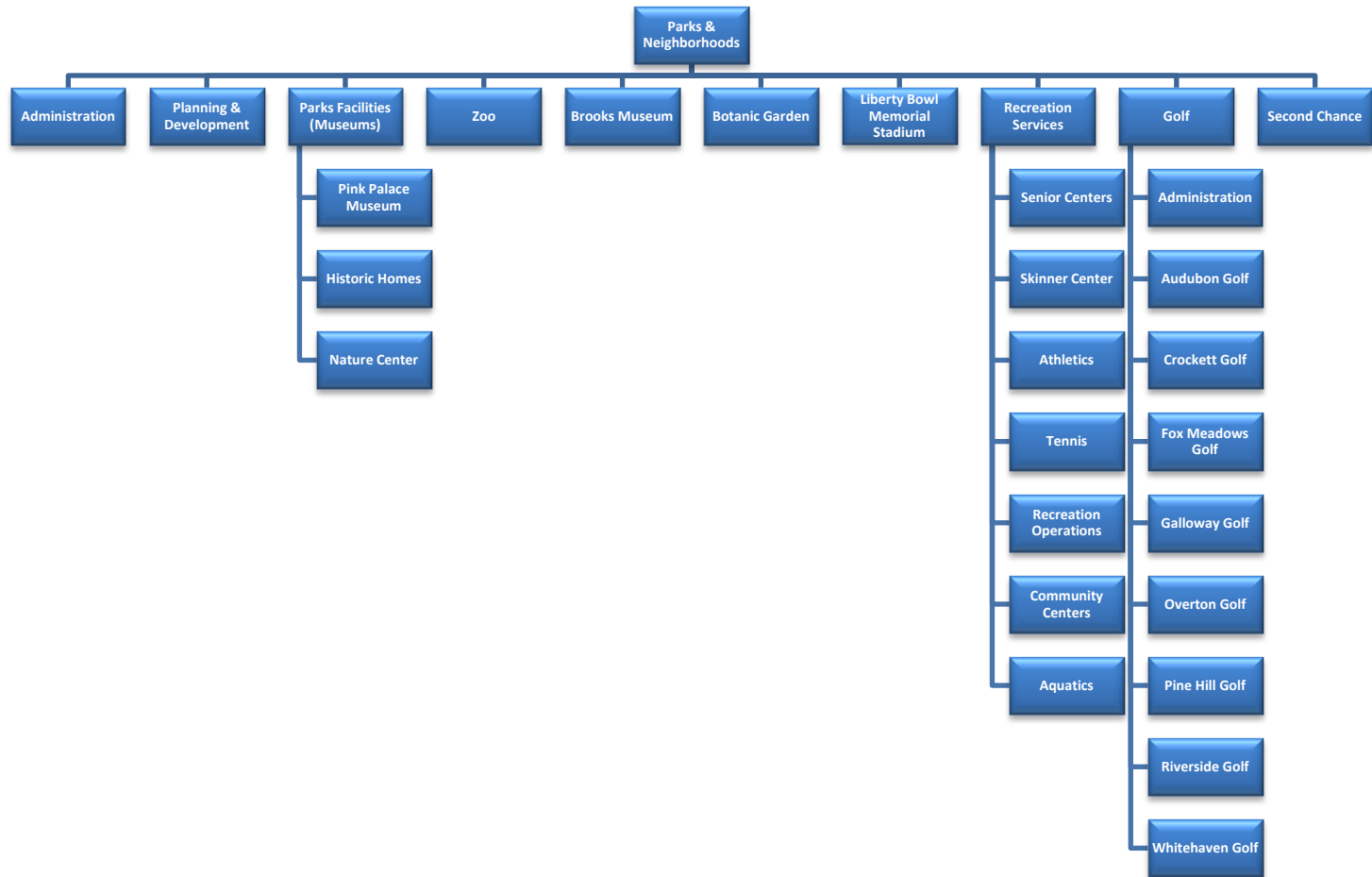
**FY 2017 O&M Budget Request**  
**Larry Smith, Interim Director**  
**Fund: General Fund**

# Parks Division

## **Mission Statement:**

- To initiate strategically sound, positive programming and policies that will meet and exceed citizen expectations. To improve the overall quality of service delivered to our citizens. To promote a healthy community and youth character development by providing diverse leisure activities and protecting community resources.

# Organization Chart



# Overview of the New Service Delivery – Initiatives in the FY 2017 Budget

## Staffing Changes:

- Reductions due to Restructuring
  - 284 Library positions – City established a new Library Division
  - 50 Animal Shelter positions – moved to Executive Division
  - 4 Community Affairs positions – moved to Executive Division
  - 2 Neighborhood Watch positions – moved to Police Division
- Eliminated positions
  - 2 Deputy Director positions

# Bridge Analysis

## Parks & Neighborhoods Division - Expenditures

<b>FY 2016 Adopted Parks &amp; Neighborhoods Division Expenditures - General Fund)</b>	<b>\$ 51,723,673</b>
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### Personnel Services

Structural Changes	\$ (17,532,739)	Library, Animal Shelter, Community Affairs, Music Commission, Neighborhood Watch
Salaries & Benefits	(245,745)	Elimination of two Deputy Director positions
Pension ARC Funding	143,783	Increase in Pension ARC
Health Insurance	23,906	Basic + Premier Health Insurance
Personnel - Others	93,606	Attrition, OPEB, Pension, Benefits Adjustments
<b>Total Decrease in Personnel</b>	<b>\$ (17,517,189)</b>	

### Materials and Supplies

Structural Changes	(5,613,616)	Library, Animal Shelter, Community Affairs, Music Commission, Neighborhood Watch
Sewer Fees	(345,241)	Adjustment based on prior years actuals
GIS Charges	(97,244)	Moved to Information Services
City Shop Fuel	(20,057)	Reduction in fuel costs
Professional Services	848,580	LBMS increase for extra game, TMI increase in mgmt agreement, Levitt Shell renovation
City Shop Charges	55,656	Increase Shop Charges per General Services
Insurance	53,845	Increase in Insurance costs
Other	125,898	Equip rental, minor equip, Services & Charges,
<b>Total Decrease in Materials and Supplies</b>	<b>\$ (4,992,179)</b>	

### Grants & Subsidies

MIFA General Assistance	(669,218)	Moved to Executive - Community Affairs
Community Initiatives Grants	(150,000)	Moved to Police - NW Grants
Botanic Garden Grant	250,000	Grant for Botanic Garden

<b>Total Decrease in Grants &amp; Subsidies</b>	<b>(569,218)</b>
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<b>Decrease in Inventory &amp; Service Charges</b>	<b>(46,280)</b>
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<b>Parks &amp; Neighborhoods Division Net Increase/(Decrease)</b>	<b>\$ (23,124,866)</b>
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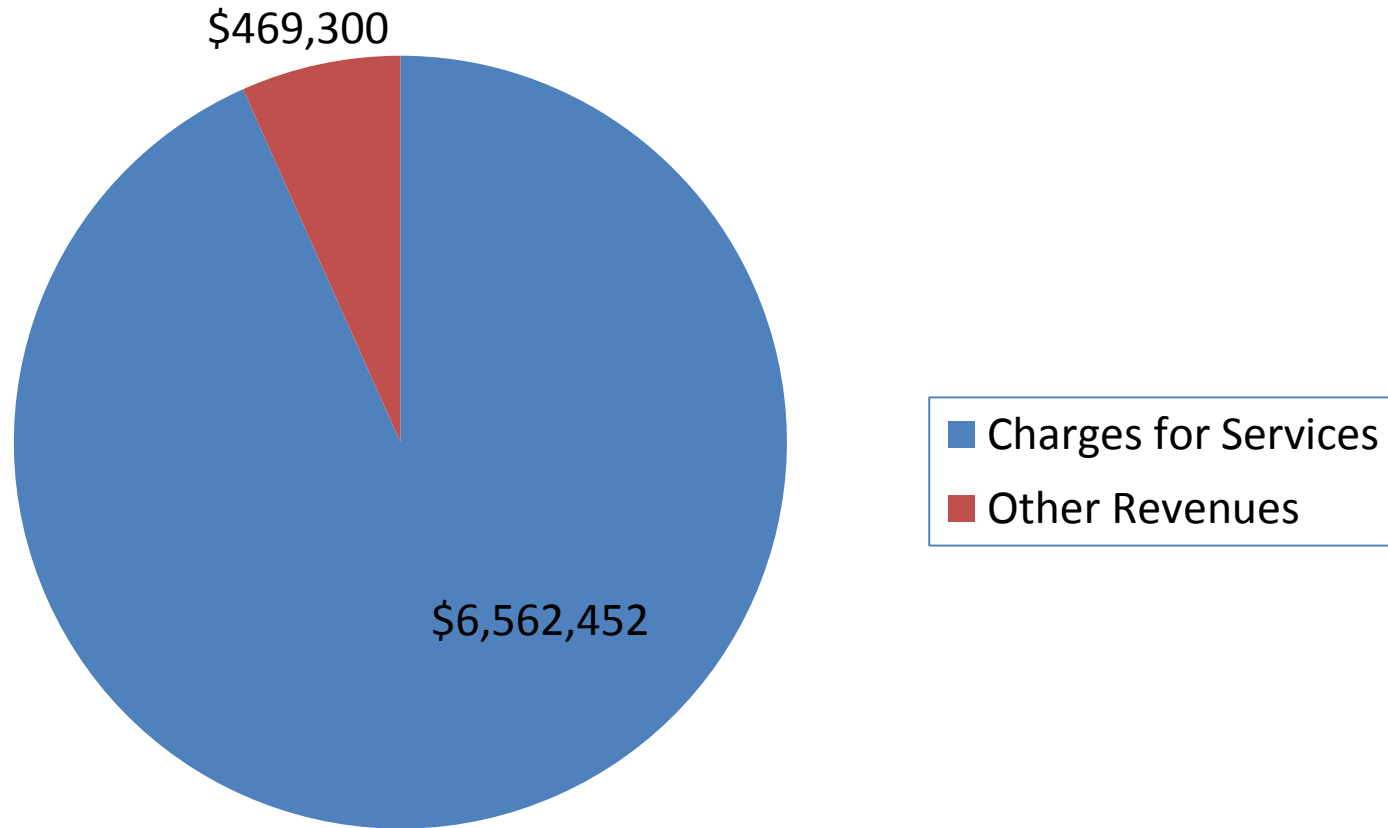
<b>FY 2017 Budget Proposed (Expenditure Budget - General Fund)</b>	<b>\$ 28,598,807</b>
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# **Divisional Operating Revenue & Expenditure Details**

# Program Comparative Summary

	<b><u>FY16 Adopted</u></b>	<b><u>FY17 Request</u></b>	<b><u>Increase/ (Decrease)</u></b>
<b><u>Revenues</u></b>			
Administration	28,000	28,000	0
Liberty Bowl Memorial Stadium	1,767,000	2,900,000	1,133,000
Recreation Centers	1,101,770	903,770	(198,000)
Golf	3,323,537	3,199,982	(123,555)
<b>PARKS SUBTOTAL</b>	<b>6,220,307</b>	<b>7,031,752</b>	<b>811,445</b>
<i>Animal Shelter - Transferred to Executive</i>	<i>562,715</i>	<i>0</i>	<i>(562,715)</i>
<i>Library - Transferred to New Division</i>	<i>1,925,000</i>	<i>0</i>	<i>(1,925,000)</i>
<b>Total Revenues</b>	<b>8,708,022</b>	<b>7,031,752</b>	<b>(1,676,270)</b>
<b><u>Expenditures</u></b>			
Administration	2,048,279	1,503,706	(544,573)
Planning & Development	245,769	212,424	(33,345)
Park Facilities (Museums)	3,527,757	3,565,240	37,483
Zoo	3,171,017	3,552,637	381,620
Brooks Museum	571,448	571,448	0
Botanic Garden	546,025	797,550	251,525
Liberty Bowl Memorial Stadium	2,321,563	2,800,000	478,437
Recreation Centers	10,148,452	10,473,192	324,740
Golf	4,808,374	4,852,171	43,797
Special Services - Second Chance	369,427	270,440	(98,987)
<b>PARKS SUBTOTAL</b>	<b>27,758,111</b>	<b>28,598,808</b>	<b>840,697</b>
<i>Special Services - Music Commission-Abolished</i>	<i>227,281</i>	<i>0</i>	<i>(227,281)</i>
<i>Special Services - Community Affairs -to Executive</i>	<i>1,021,395</i>	<i>0</i>	<i>(1,021,395)</i>
<i>Animal Shelter - Transferred to Executive</i>	<i>3,892,637</i>	<i>0</i>	<i>(3,892,637)</i>
<i>Library - Transferred to New Division</i>	<i>18,789,393</i>	<i>0</i>	<i>(18,789,393)</i>
<i>Neighborhood Watch - Transferred to Police</i>	<i>34,857</i>	<i>0</i>	<i>(34,857)</i>
<b>Total Expenditures</b>	<b>51,723,674</b>	<b>28,598,808</b>	<b>(23,124,866)</b>
<b>Net Expenditures</b>	<b>43,015,652</b>	<b>21,567,056</b>	<b>(21,448,596)</b>
<b>PARKS NET EXPENDITURES</b>	<b>21,537,804</b>	<b>21,567,056</b>	<b>29,252</b>

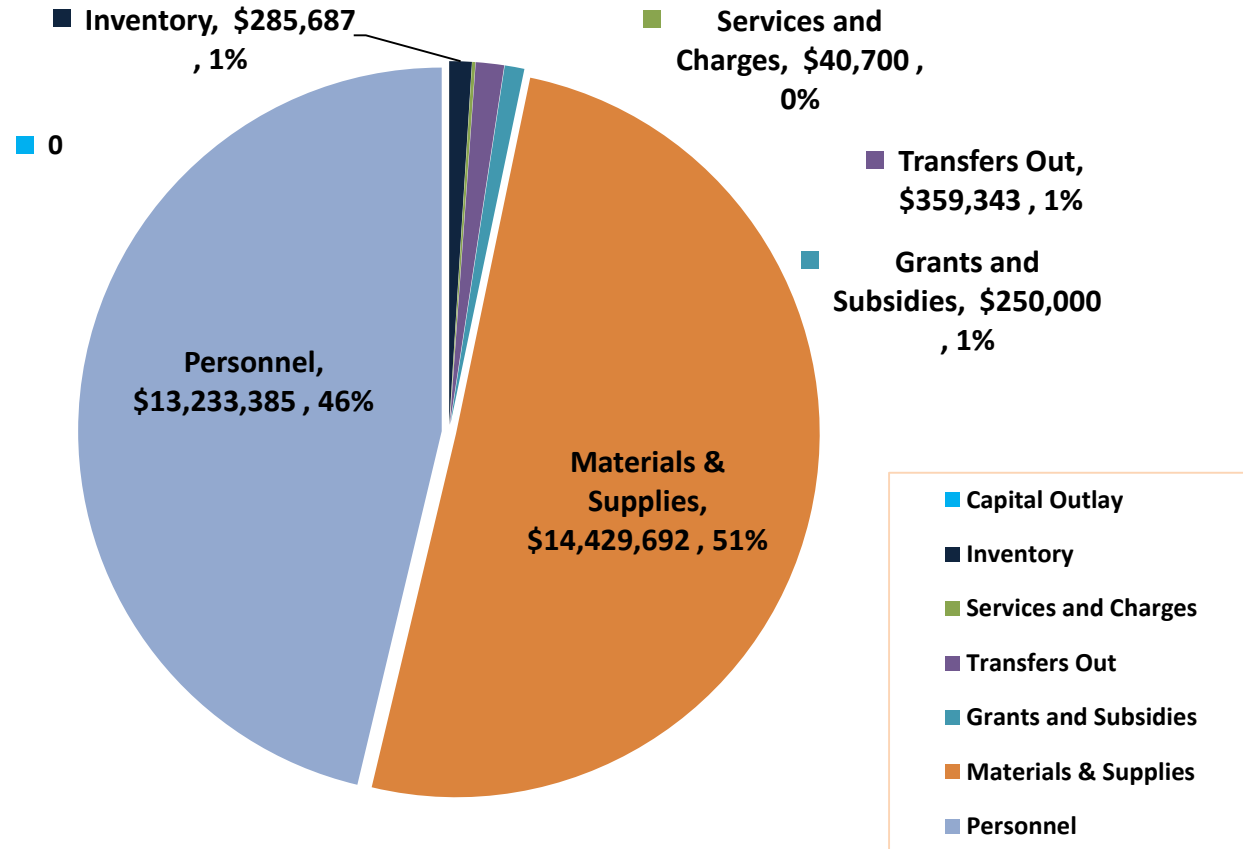
# Revenue Budget by Category



**Total Division Revenue \$7,031,752**

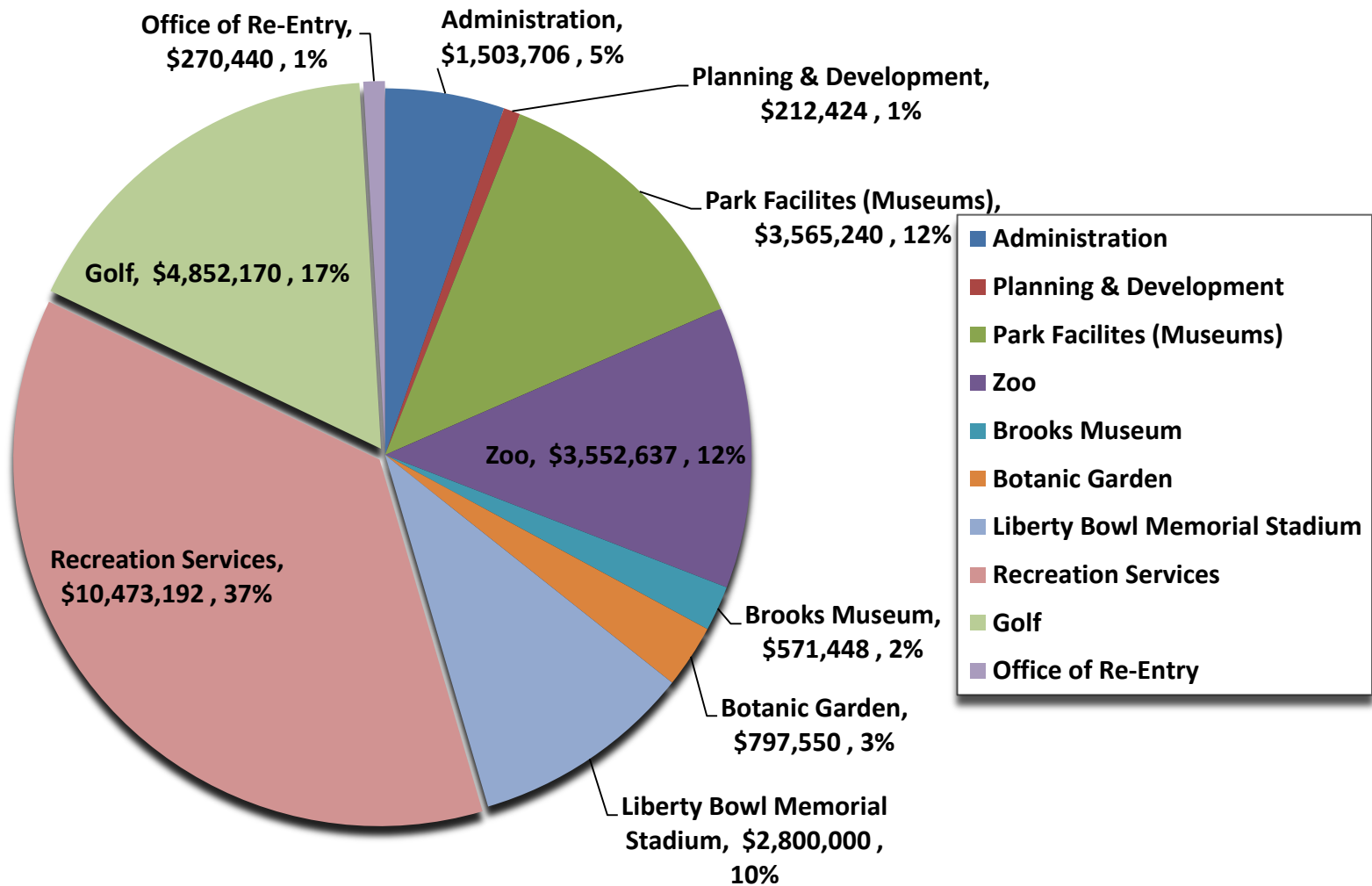


# Expenditures by Category



**Total Division Gross Expenditures \$28,598,807**

# Expenditure Budget by Program Level



**Total Division Gross Expenditures \$28,598,807**

## **Cost Trends And Other Detailed Information**

# 5-Year Expenditure Trend Report – Division Level

City of Memphis  
Five-Year Expense Trend Report  
As of: MarYTD FY16

**S150000 Division - Parks and Neighborhoods\_S150000 0111 General Fund**

	FY13 YearTotal <i>Actual</i>  <i>Final</i>	FY14 YearTotal <i>Actual</i>  <i>Final</i>	FY15 YearTotal <i>Actual</i>  <i>Final</i>	FY16 MarYTD <i>Actual</i>	FY16 Total Year Forecast	FY16 YearTotal Budget	FY17 YearTotal Request
						FY16 Adopted	Stage 2
<b>500 Personnel Services</b>							
051101 Full-Time Salaries	13,460,987	13,960,844	14,856,026	10,701,095	17,479,312	19,378,342	6,932,835
051102 Holiday Salary Full Time	789,389	820,754	876,025	654,690	463,426	0	0
051103 Vacation Leave	1,010,327	1,007,399	1,059,254	777,346	572,828	0	0
051104 Bonus Leave	122,015	136,883	146,275	105,158	72,827	0	0
051105 Sick Leave	581,475	573,043	654,427	429,910	281,664	0	0
051202 Overtime	154,025	180,917	181,675	107,631	129,818	129,710	3,710
051206 Out of Rank Pay	38,559	16,636	26,935	27,428	34,212	24,800	15,800
051208 Hazardous Duty Pay	1,006	82,716	58,074	42,334	153,500	153,500	0
051212 Longevity Pay	2,923	2,319	2,151	1,938	1,938	0	0
051214 Shift Differential	6,101	7,217	7,982	4,034	3,112	1,700	1,700
051218 Retirement Benefits	337,229	309,171	292,520	333,173	220,584	243,149	83,149
051302 Pension	707,945	757,954	832,978	606,432	992,507	1,005,387	297,565
051303 Supplemental Pension	20,280	19,749	21,975	17,679	24,018	21,942	25,197
051304 Social Security	293,302	301,039	319,783	251,410	322,636	68,897	66,725
051307 Pension ARC Funding	0	0	1,928,157	1,182,126	2,395,476	2,395,476	906,932
051308 Group Life Insurance	35,678	34,479	34,095	23,526	32,753	41,218	17,277
051310 Unemployment	79,626	64,669	62,700	52,250	52,250	52,250	11,920
051314 Medicare	261,239	276,644	293,967	218,917	328,023	452,338	156,554
051315 Long Term Disability	51,180	52,391	54,926	38,103	50,814	54,371	18,792
051320 Health Insurance - Basic	191,968	178,772	245,485	179,077	238,593	247,229	83,722
051322 Health Insurance - Premier	2,106,617	2,034,496	2,425,737	1,670,401	2,282,085	2,508,366	873,041
051323 Other Post Employment Benefits	370,281	203,199	0	0	398,470	403,570	41,930
051402 Salaries - Part Time/Temporary	3,883,062	4,034,918	4,260,224	3,340,137	4,743,400	4,518,162	3,914,650

# 5-Year Expenditure Trend Report – Division Level *Continued*

051501 On the Job Injury	133,904	128,210	149,222	88,862	99,934	96,000	13,000
051601 Payroll Reserve	157,512	81,696	104,410	-343,618	-343,618	0	0
051901 Attrition	0	0	0	0	0	-578,065	-132,873
051902 Bonus Pay	0	0	0	500	500	0	0
056199 Expense Recovery - Personnel	0	0	-115,000	-115,000	-171,310	-171,310	-56,310
051326 Benefits Adjustments	0	0	0	0	0	-296,457	-41,931
<b>Total 500 Personnel Services</b>	<b>24,796,630</b>	<b>25,266,113</b>	<b>28,780,002</b>	<b>20,395,542</b>	<b>30,859,753</b>	<b>30,750,574</b>	<b>13,233,385</b>

## 505 Materials & Supplies

052112 City Storeroom Supplies	81	143	1,060	719	357	0	0
052114 Facility Repair & Carpentry	25,237	20,931	41,333	68,909	61,547	40,000	40,000
052116 City Shop Charges	152,685	160,821	188,873	103,088	133,748	143,848	149,504
052124 City Shop Fuel	288,593	315,795	265,751	112,257	262,696	308,518	200,111
052204 City Computer Svc Equipment	-397	65,168	12,713	3,932	26,792	28,855	12,455
052208 Data/Word Process Software	89,941	87,176	96,669	96,669	96,669	97,244	0
052210 City Telephone/Communications	62,281	55,866	50,863	34,229	55,718	66,469	41,669
052302 Printing - Outside	30,884	21,604	25,482	10,504	40,920	49,520	33,750
052304 Supplies - Outside	164,463	221,635	259,338	156,534	246,606	251,941	69,357
052305 Food Expense	363,039	134,056	100,990	69,382	83,000	85,000	85,000
052308 Hand Tools	296	0	0	0	400	400	0
052310 Clothing	26,715	18,087	29,629	27,847	41,868	41,900	14,700
052312 Household Supplies	190,493	205,424	167,837	70,169	221,796	245,600	186,600
052316 Safety Equipment	0	-62	0	262	2,262	2,000	0
052318 Drafting/Photo Supplies	-128	0	4,950	0	5,500	5,500	5,500
052320 Medical Supplies	119,583	125,102	178,645	108,873	132,000	132,000	0
052322 Athletic/Recreational Supplies	24,316	55,244	26,660	21,893	64,511	66,400	66,400
052324 Outside Postage	15,447	8,687	19,106	3,701	18,464	18,550	2,300
052328 Lumber & Wood Products	6,123	2,069	1,644	2,042	5,500	6,500	6,500
052330 Paints Oils & Glass	2,472	0	190	396	2,000	2,000	2,000
052340 Chemicals	85,431	34,316	190,889	139,170	167,900	179,000	172,291
052342 Materials and Supplies	308,634	277,532	307,041	197,392	266,560	268,204	177,131
052343 Miscellaneous Expense	20,583	14,693	29,104	16,011	13,885	6,900	26,978

# 5-Year Expenditure Trend Report – Division Level *Continued*

052346 Library Books	1,016,208	1,264,345	1,270,543	881,193	1,289,290	1,289,290	0
052348 Library Microforms	-466	97	849	0	0	0	0
052410 Outside Equipment Repair/Maint	285,941	375,174	439,401	224,826	312,332	295,874	279,874
052412 Facilities Structure Repair - Outside	156,373	147,435	58,364	115,514	242,043	193,047	0
052506 Medical/Dental/Veterinary	40,239	45,277	48,201	38,143	40,000	40,000	0
052512 Advertising/Publication	4,250	7,283	10,510	300	5,560	13,560	0
052514 Outside Phone/Communications	0	0	0	0	0	2,000	0
052518 Janitorial Services	739,617	625,469	574,709	426,468	758,010	758,010	0
052520 Security	1,146,329	1,109,168	1,111,398	817,585	1,230,541	1,257,006	378,491
052526 Seminars/Training/Education	11,930	15,550	12,751	14,616	26,500	26,500	3,000
052528 Misc Professional Services	2,596,881	3,492,717	4,483,134	3,476,771	3,635,979	2,882,970	3,579,748
052532 Staff Development	516	170	0	0	2,000	2,000	0
052610 Travel Expense	2,447	2,130	10,337	7,625	22,175	28,800	15,500
052611 Unreported Travel	-223	2,386	1,732	1,477	527	0	0
052730 Mileage	12,911	9,467	10,387	7,938	19,999	30,500	11,800
052810 Utilities	4,457,541	5,625,032	5,275,205	2,925,666	5,338,417	5,488,513	4,047,721
052821 Sewer Fees	1,045,623	1,671,896	1,377,333	882,311	1,745,240	1,745,240	1,400,000
052351 Tower Lease Expense - Library	23,522	35,855	33,905	23,595	36,700	36,700	0
052352 WYPL Supplies & Printing Expense	0	338	0	0	0	0	0
052357 WYPL Arkansas Tower Expense	30,246	28,175	29,815	26,502	30,000	30,000	0
052920 Insurance	867,701	966,924	964,231	917,265	917,265	917,265	855,400
052921 Claims	33,694	30,190	1,247	4,484	30,000	30,000	30,000
052923 Lawsuits	30,365	150,000	25,000	79,768	118,453	118,453	118,453
052930 Dues/Memberships/Periodicals	21,962	22,368	24,223	27,010	32,747	33,653	17,403
052932 Rent	986,591	42,781	63,173	42,940	61,557	38,850	38,850
052950 Misc Services and Charges	1,475,089	1,400,455	1,320,695	653,642	1,325,489	1,267,369	1,289,940
052990 Minor Equipment	3,837	8,938	13,012	1,158	5,725	8,250	13,000
053206 Equipment Rental	0	957,972	965,322	486,116	757,845	1,001,671	1,058,266
056299 Expense Recovery - M & S	396	-3,906	-174,938	-185,000	-160,000	-160,000	0
<b>Total 505 Materials &amp; Supplies</b>	<b>17,064,880</b>	<b>19,857,334</b>	<b>19,950,480</b>	<b>13,141,945</b>	<b>19,775,145</b>	<b>19,421,871</b>	<b>14,429,692</b>
053108 Equipment	50,720	0	6,093	9,119	9,119	0	0
<b>FSC510 510 Capital Outlay</b>	<b>50,720</b>	<b>0</b>	<b>6,093</b>	<b>9,119</b>	<b>9,119</b>	<b>0</b>	<b>0</b>

# 5-Year Expenditure Trend Report – Division Level *Continued*

061014 MIFA General Assistance	628,815	709,621	669,218	198,532	669,218	669,218	0
061026 Community Initiatives Grants Non-Profits	0	0	56,450	34,500	150,000	150,000	0
061078 Death Benefits	0	1,088	0	10,000	10,000	0	0
061083 Youth Services USA	41,085	0	0	0	0	0	0
061222 Botanic Gardens Foundation	0	0	0	0	0	0	250,000
<b>FSC515 515 Grants and Subsidies</b>	<b>669,899</b>	<b>710,709</b>	<b>725,668</b>	<b>243,032</b>	<b>829,218</b>	<b>819,218</b>	<b>250,000</b>
057440 Inventory Purchases	60,789	66,050	97,032	49,456	65,588	75,802	71,820
057441 Food Inventory	0	158,409	209,001	136,082	220,744	267,037	213,867
<b>FSC520 520 Inventory</b>	<b>60,789</b>	<b>224,459</b>	<b>306,033</b>	<b>185,538</b>	<b>286,333</b>	<b>342,839</b>	<b>285,687</b>
052949 Credit Card Fees - Expense	62,832	59,085	46,320	55,365	84,559	29,828	40,700
<b>FSC550 550 Service Charges</b>	<b>62,832</b>	<b>59,085</b>	<b>46,320</b>	<b>55,365</b>	<b>84,559</b>	<b>29,828</b>	<b>40,700</b>
080301 Oper Tfr Out - Debt Service Fund	356,056	354,806	357,468	359,343	359,343	359,343	359,343
<b>FSC555 555 Transfers Out</b>	<b>356,056</b>	<b>354,806</b>	<b>357,468</b>	<b>359,343</b>	<b>359,343</b>	<b>359,343</b>	<b>359,343</b>
<b>Total expenditures</b>	<b>43,061,806</b>	<b>46,472,507</b>	<b>50,172,064</b>	<b>34,389,885</b>	<b>52,203,469</b>	<b>51,723,673</b>	<b>28,598,807</b>
<b><u>Revenue:</u></b>							
FSS105 105 Other Local Taxes	0	0	2,487	0	0	0	0
<b>FSC430 430 Local Taxes</b>	<b>0</b>	<b>0</b>	<b>2,487</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FSS135 135 Dog Licenses	405,693	426,720	293,894	273,170	201,470	358,533	0
<b>FSC440 440 Licenses and Permits</b>	<b>405,693</b>	<b>426,720</b>	<b>293,894</b>	<b>273,170</b>	<b>201,470</b>	<b>358,533</b>	<b>0</b>
FSS155 155 Library Fines	529,871	435,666	386,224	327,289	425,000	500,000	0
<b>FSC445 445 Fines and Forfeitures</b>	<b>529,871</b>	<b>435,666</b>	<b>386,224</b>	<b>327,289</b>	<b>425,000</b>	<b>500,000</b>	<b>0</b>
FSS165 165 Park Revenues	4,788,601	4,725,009	4,641,837	4,613,476	5,354,932	5,078,176	5,589,952
FSS180 180 Rents	695,489	865,187	941,324	739,436	708,501	614,000	894,000
FSS190 190 Other Charges for Services	255,635	221,507	232,929	186,060	127,817	282,682	78,500
<b>FSC450 450 Charges for Services</b>	<b>5,739,724</b>	<b>5,811,702</b>	<b>5,816,090</b>	<b>5,538,971</b>	<b>6,191,250</b>	<b>5,974,858</b>	<b>6,562,452</b>

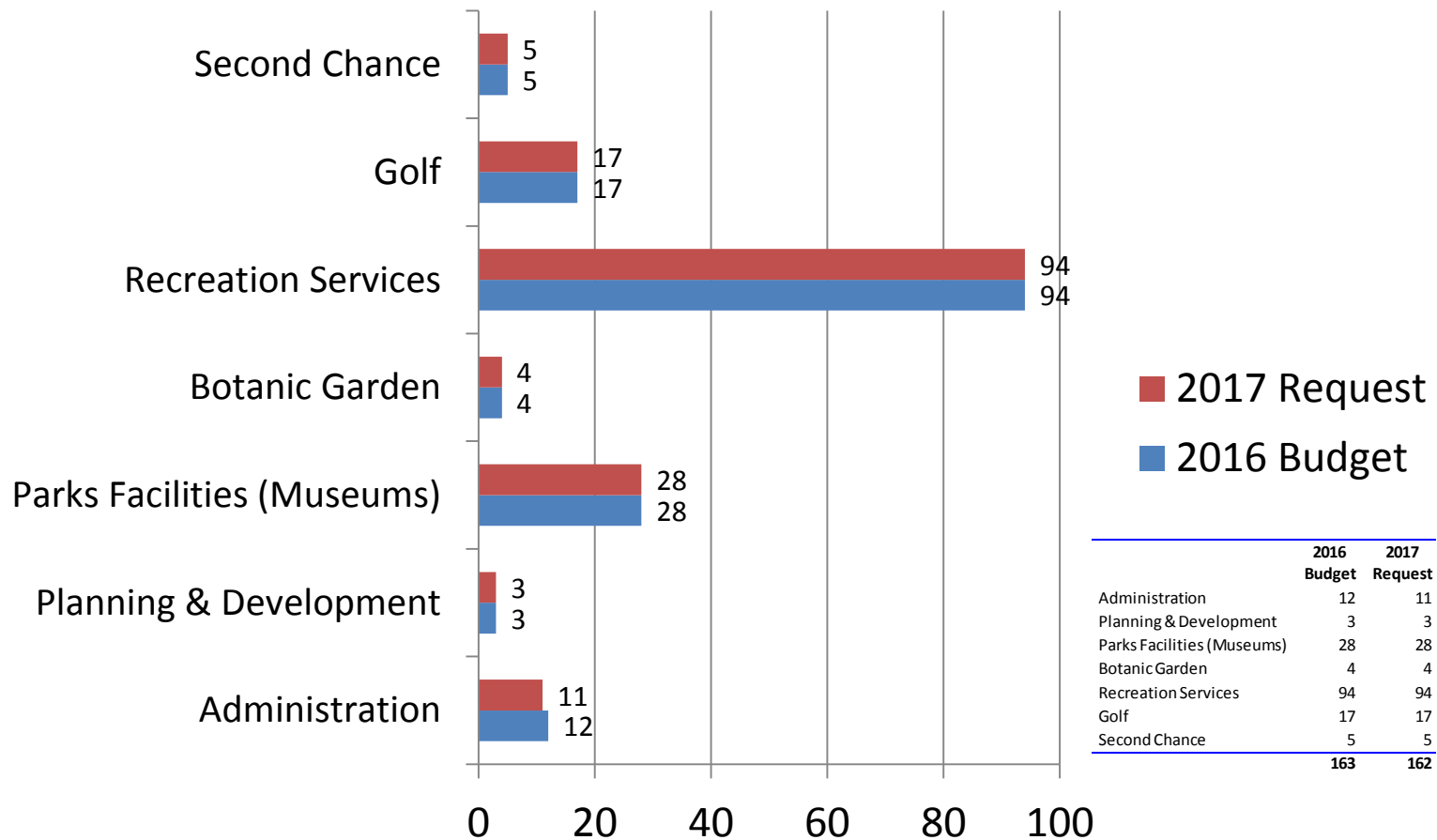
# 5-Year Expenditure Trend Report – Division Level *Continued*

046118 Federal Grants - Others	6,400	0	0	0	0	0	0
<b>FSC460 460 Federal Grants</b>	<b>6,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
047003 State Grant - Library	45,500	0	0	0	0	0	0
047010 St TN Highway Maint Grant	-24,214	0	0	0	0	0	0
<b>FSC465 465 State Grants</b>	<b>21,286</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FSS215 215 Other - Local Shared Revenue	614,582	641,274	573,122	444,451	497,761	687,800	114,800
FSS220 220 Other - Misc	1,224,477	1,586,484	1,649,177	1,070,915	1,518,427	1,186,831	354,500
<b>FSC475 475 Other Revenues</b>	<b>1,839,059</b>	<b>2,227,758</b>	<b>2,222,298</b>	<b>1,515,366</b>	<b>2,016,189</b>	<b>1,874,631</b>	<b>469,300</b>
<b>Total Revenues</b>	<b>8,542,032</b>	<b>8,901,846</b>	<b>8,720,994</b>	<b>7,654,797</b>	<b>8,833,909</b>	<b>8,708,022</b>	<b>7,031,752</b>
<b>Net Operations</b>	<b>-34,519,774</b>	<b>-37,570,661</b>	<b>-41,451,070</b>	<b>-26,735,088</b>	<b>-43,369,560</b>	<b>-43,015,650</b>	<b>-21,567,055</b>



# **Personnel Comparative Information**

# Authorized Complement Comparison



## Vendor Detail for Professional Services

Vendor	Description	Budget Amount	Account
Global Spectrum subcontractors	Stadium operating expenses	\$ 1,568,456	43.81%
Brooks Museum, Botanic Garden, Goodwill Homes, Tennis Memphis	Management Fees - Non-Profits	\$ 1,265,050	35.34%
Memphis Zoo subcontractors	Waste Services, Tree Services, Fence Repair	\$ 220,000	6.15%
Overton Park Conservancy	Management Contract for Overton Park	\$ 150,000	4.19%
Clarion Security, Technical Repair Services	Security & Planetarium technical services	\$ 130,570	3.65%
Loomis Fargo & Company, Waste Management, SafetyQuip	Armored Car services, security and fire monitoring, trash pickup, and portable restroom services for Golf	\$ 107,230	3.00%
Floied Fire Ext. Svcs, Waste Removal, Pest Control and linen related svcs for Community/Senior Ctrs	Fire Ext svcs, waste removal, pest control and linen related services for community/senior centers	\$ 83,500	2.33%
SESAC, BMI, ASCAP	Music licenses for City of Memphis	\$ 15,300	0.43%
Various	OTHER	\$ 39,642	1.11%
<b>Total</b>		<b>\$ 3,579,748</b>	<b>100.0%</b>

## MWBE SUMMARY

Category	Total Certified MBE	Total Certified WBE	Total MWBE	Non-certified MWBEs	MWBE Firms Unavailable	Non-Profits & Quasi	Exclusions	Non- MWBE	Total Yr to date
Construction-Prime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,040,259	\$ -	\$ -
A/E	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195,409	\$ -	\$ -
Other Professional Services	\$ 17,236	\$ -	\$ 17,236	\$ 9,075	\$ 575,008	\$ 500,367	\$ 47,398	\$ 440,659	\$ 1,041,978
Other Services	\$ 335,339	\$ 344,888	\$ 680,227	\$ -	\$ 31,534	\$ 4,000	\$ 613	\$ 881,093	\$ 1,592,854
Goods/Supplies-Prime	\$ 2,640	\$ 3,425	\$ 6,065	\$ -	\$ 370,197	\$ 368	\$ 226,602	\$ 572,964	\$ 949,225
Subcontractor Utilization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 355,215	\$ 348,313	\$ 703,528	\$ 9,075	\$ 976,739	\$ 504,735	\$ 1,510,281	\$ 1,894,716	\$ 3,584,057
	9.91%	9.72%	19.63%	0.25%	27.25%			52.87%	100.00%

### Current Contracts

Security Services

Janitorial Services

Pest Control

Lawn Care

Carpet Cleaning